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Assistant Director of Logistics

31 January 1956

Acting Chief, Real Estate and  
Construction Division

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[redacted] Station Audit Report dated  
4 November 1955

1. The following comments are submitted re the above subject pursuant to your memorandum dated 6 December 1955:

a. General

(1) The real property portion of the subject report goes into considerable detail which could be summarized in a statement to the effect that there should be closer coordination between the [redacted] and the [redacted] with regard to real estate transactions.

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(2) The real estate records of this Division show that [redacted] properties are presently held by the [redacted] Station, the majority of which are leased on the local economy. With this quantity of real property and the inherent problems in acquisition, management, and disposal thereof, there is no doubt that a realty officer is required at the [redacted] Station. The Real Estate Report prepared in November 1953 by a representative of this Division during a visit to the [redacted] Station, recommended that the Service Officer's Staff be increased by at least one individual to assist in the real estate problems. Due to personnel ceilings, SE Division has been unable to obtain the necessary position and there is no likelihood of obtaining same in the future.

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(2) Paragraphs 40-45

The provisions re quarters in employee contracts were discussed with the Contract Personnel Division. Their comments on this subject are attached hereto and this office concurs in same.

(3) Paragraph 47

This Division fails to see the necessity for maintaining real estate records as prescribed in Paragraph 47. Such records cannot be justified from a logistical viewpoint and it is doubtful if same are required for the fiscal accounting of funds. It has never been the intention of this Division to require the field stations to maintain detailed and elaborate real estate records. The present real estate and regulations do not prescribe the type or method of maintaining real estate records other than the reporting of real property to headquarters under the provisions of [redacted]. In this connection, however, a change in [redacted] is being coordinated which will provide the following:

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alterations, and other improvements.

(d) Declaration of Trust, agreements between the lessee and KUBARK, renewal and termination notices, releases, correspondence, and other related papers.  
(Note: At installations where cost of maintenance, repair, alterations and other improvements cannot be accurately determined because of the use of (1) the installation labor force which is employed on salary basis to perform such work, or (2) material and supplies from the installation's normal stockpile, it will be sufficient for the Chief of Station to enter an estimate of the cost of the work in the file of the particular property.).

2. It is the opinion of this Division that real estate records should not be maintained in excess of the above procedures.



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Distribution:

Orig & 1 - Addressee  
 1 - RGCD File  
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Enclosure:

Orig & 1 - memo to Acting Chief, Audit Staff  
from Chief, Contract Personnel Division

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